



**Castle Hedingham Parish Council and Burial Board**

**STATEMENT OF ACCOUNTS**

for the year ending  
31st March 2015

**Income and Expenditure Account  
Balance Sheet  
Supporting Statement**

Subject to Internal & External Audit  
and Adoption prior to June 2015

Mrs Claire Waters  
Parish Clerk & Responsible Financial Officer  
[castlehedinghamparishclerk@gmail.com](mailto:castlehedinghamparishclerk@gmail.com)

**Balance Sheet at 31st March 2015**

<b>2013/14</b>		<b>CURRENT ASSETS</b>	<b>2014/ 15</b>	
	£92,441.01	Cashbook balance	£99,733.03	
	-	Magna Carta 2015 fund	£10,856.88	
	-	Pre-paid clerk expenses card	£1,500.00	
	<b>£92,441.01</b>		<b>£112,089.91</b>	£112,089.91
	£590.90	<b>Reconciliation March 31st 2015</b>		
	-£300.00	Unpresented cheques	£162.50	
		Uncleared deposits	£0.00	
			<b>£162.50</b>	£162.50
	<b>£290.90</b>			
	£290.90			
	£92,731.91			<b>£112,252.41</b>
		<b>BANK BALANCES</b>		
	£37,827.63	Co-op Current Account	£4,850.63	
	£0.00	Unity Trust Current Account	£19,995.32	
	£19,678.81	Co-op 14 day Deposit	£0.00	
	£5,225.47	Playing Field Reserve	£0.00	
	-	Unity Trust Deposit Account	£24,974.84	
	£30,000.00	Cambridge & Counties 95 day Deposit	£30,050.08	
	-	Nationwide Treasurers Trust	£20,024.66	
	-	CHPC Magna Carta 2015	£10,856.88	
	-	Pre-paid clerk expenses card	£1,500.00	
	<b>£92,731.91</b>		<b>£112,252.41</b>	£112,252.41

The above statements represent fairly the financial position of the authority at the 31st March 2015 and reflect its income and expenditure during the year.

Signed:  
Chairman

Signed:  
Responsible Financial Officer

Date:

Date:

## Income and Expenditure Account for Year Ending 31st March 2015

**2013/14**

**2014/15**

### INCOME

£21,837.00 Precept	£22,130.00
£6,830.00 Localism Fund	£5,908.00
£4,013.00 Burial Board	£3,771.00
£110.86 Interest	£211.13
£2,488.80 Agency Services (Public Toilet Caretaker including Memorial Hall Caretakers Salary)	£207.40
£5,084.08 Grass Cutting & Street Partnership Grants	£5,220.63
£7.22 Donation (Magna Carta 2015)	£1,000.00
£0.00 BDC Grants - Toilet Cleaning	£0.00
£225.00 Other Grants (Magna Carta 2015)	£11,925.00
£9.08 EDF – Nunnery Street Rent	£9.52
£365.00 Chairman's Expense Account - Parish Meal	£325.00
£0.00 Miscellaneous	£0.00
£2,461.76 VAT Recovered	£2,646.32
<b>£48,089.35</b>	<b>£53,354.00</b>

### TOTAL INCOME

### EXPENDITURE

#### **Administration:**

£901.98 Administration & Training Expenses	£1,432.06
£200.00 Audit Fee	£200.00
£7,610.09 Clerk Salary, Tax & NI	£6,544.81
£176.00 Payroll Fee	£114.00
£1,239.96 Insurance	£1,412.37
£333.50 Hire of room, Leases	£333.50
£366.22 Printing, Distribution, Advertising Costs	£120.00
£2,031.01 Other Fees/Annual Subscriptions	£648.98
£12,858.76	£10,805.72

#### **Village Maintenance:**

£2,429.73 Cemetery	-
£3,325.00 Grass Cutting	-
£1,643.43 Village Maintenance/Grass Cutting/Cemetery	£7,505.00
£4,381.40 Agency Services (Public Toilet & Memorial Hall )	£1,993.40
- Public Toilet Supplies/Repairs	£219.67
£3,463.49 Infrastructure Repairs (inc. Churchyard Wall 2013 - 2014)	£861.95
£30.00 Rates and Rent/Other Charges	£913.13
£15,273.05	£11,493.15

£502.59 Street Lighting/Electricity/Water	£970.60
£519.32 Chairman's Expense Account	£622.05
- Magna Carta 2015 payments	£2,072.23
£370.00 Donations made under Section 137	£6,060.00
£2,650.92 VAT on expenditure	£1,972.25
£4,042.83	£11,697.13

<b>£32,174.64</b>	<b>£33,996.00</b>
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### TOTAL EXPENDITURE

Balance of income over expenditure	£19,358.00
Magna Carta 2015 Balance	£10,856.88
Final Balance income/expenditure	£8,501.12

## Supporting Statements - 31st March 2015

### 1. Assets

At 31<sup>st</sup> March 2015 the following Assets were held:

Village Greens	£5.00
Cemetery	£3,771.00
Village Sign & 3 Village Noticeboards	£3,725.45
3 Items of Play Equipment and surfaces	£15,000.00
4 Street Lights	£5,137.45
15 Items of Bingham Pottery	£3,000.00
<b>TOTAL</b>	<b>£30,638.90</b>

The Village Greens value remains at this nominal amount.

The basis of valuation of the cemetery is on the income from burials for the 2014/2015 financial year

The basis of valuation of the remaining assets is from their insured value on the 2014 schedule.

In addition, the Parish Council took responsibility during 2015 for the buildings insurance of the Memorial Hall, Castle Hedingham Club and the Public Toilets at a total reinstatement value of £842,950.00

### 2. Leases

At 31<sup>st</sup> March 2015 the following leases were in operation:

<b>Lessor</b>	<b>Purpose</b>	<b>Annual Rent (£)</b>	<b>Expiry Year</b>
Tom Lindsay	Lease of Village Hall - community use	1	2051
*Tom Lindsay	Recreation Field - playing field	150	1999
*Braintree District Council	Pump House - for storage	30	2006

\* Although these leases expired in 1999 and 2006 payments have continued to be made to secure the tenancy.

### 3. Borrowings

As at the close of business on 31<sup>st</sup> March 2015 there were no loans to the council outstanding.

### 4. Debts Outstanding

At 31<sup>st</sup> March 2015 a VAT refund of £1972.25 is due to the Council.

### 5. Earmarked Reserves

Ear marked reserves are held as follows and have been confirmed to the Audit Commission:

£20,000	Playing field renovation/relocation
£20,000	Historic village centre infrastructure fund
£10,000	War Memorial renovation
£5,000	Public Toilet maintenance

### 6. Other Reserves

General reserves held by the Parish Council are intended for unbudgeted or unforeseen emergencies. Unlike personal savings, Parish Council reserves are not covered by the Financial Services Compensation Scheme. The Parish Council has therefore reviewed its banking arrangements during the year in order to minimise potential financial risk.

### 7. S137 Payments

Section 137 of the Local Government Act 1972 enables Parish/Town Councils to spend up to £7.20 this year per head of electorate for the benefit of the people in the area on activities or projects not specifically authorised by other powers. The limit for this Council in the year ended 31<sup>st</sup> March 2014 was £7,200 and the payments made were as follows:

Castle Hedingham Tennis Club Wall Repair	£4,000.00
Memorial Hall Sound System	£1,000.00
Magna Carta 2015 Celebrations	£1,000.00
British Legion – Wreath	£60.00
<b>Total</b>	<b>£6,060.00</b>

**8. Agency Work**

During the year the Council undertook the following agency work on behalf of other authorities:

**Nature of work**

Parish Council Costs for Village Maintenance	£7,505.00
Braintree District Council Street Partnership Grant	(£5,013.48)
Essex County Council Grass Cutting Grant	(£207.15)
<b>Net cost to Parish Council 2014/15</b>	<b>£2,284.37</b>

As part of the Localism Agenda, the responsibility for the Public Toilets was transferred to the Parish Council from 1st April 2014 and no further reimbursement will be received from Braintree District Council.

Since April 30th 2014 the Memorial Hall Caretaker/Cleaner is paid directly by the Memorial Hall; no further reimbursement is due in respect of this post.

**9. Trusteeships - Memorial Hall and Castle Hedingham Club**

The Parish Council is a trustee of Castle Hedingham Memorial Hall and Castle Hedingham Club; both are run by Management Committees with a representative of the Parish Council on each. The Parish Council monitors their financial status and has responsibilities relating to the upkeep of the building under the terms of the lease. The Castle Hedingham Club and Memorial Hall insurance was funded by the Parish Council during this year.

Signed:

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Chairman

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Responsible Financial Officer

Date:





















